



# Community Engagement Policy

(A5437902)

## 1. Purpose

This Policy is a formal expression of Council's commitment to engaging and collaborating with our diverse local community, to understand and incorporate their different views, experiences and expertise.

The Policy sets the vision for a consistent and coordinated approach to Council's engagement with its community.

This Policy intends to deliver the Local Government Act 2020 (the Act) aim of ensuring all Victorians have the opportunity to engage with their council on local priorities and the future of their community.

## 2. Scope

This Policy applies to the application of community engagement as required by the Act and other relevant legislation, including in the development of:

- Planning and financial management
- Community Vision
- Council and Wellbeing Plan
- Financial Plan
- Revenue and rating planning
- Asset Plan
- Local Laws
- Budget and policy development

Council's approach to community engagement is consistent with the Act, and this Policy outlines Council's commitment, principles and values.

This Policy is supported by a comprehensive Community Engagement Framework and Toolkit, designed to guide Council officers in the effective planning, implementation, reporting and evaluation of community engagement activities.

This Policy does not apply to engagement with stakeholders, as defined in this Policy.

### 3. Authorisation

This Policy is managed by the Community Relations Department, and is approved by Frankston City's Mayor and Council's Chief Executive Officer (CEO):



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Mayor, Frankston City

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CEO, Frankston City Council

in accordance with Frankston City Council resolution at its Ordinary Council meeting of 17 February 2025.

### 4. Policy

#### 4.1. Engagement Principles

4.1.1. Council's approach to community engagement is guided by the community engagement principles set out under Section 56 of the Act, as follows:

- 4.1.1.1. A community engagement process must have a clearly defined purpose, objective and scope.
- 4.1.1.2. Participants in community engagement must have access to objective, relevant and timely information to inform their participation.
- 4.1.1.3. Participants in community engagement must be diverse and representative of the persons and groups affected by the matter that is the subject of the community engagement.
- 4.1.1.4. Participants in community engagement are entitled to reasonable support to enable meaningful and informed engagement.
- 4.1.1.5. Participants in community engagement are informed of the ways in which the community engagement process will influence Council decision making.
- 4.1.1.6. Participants in community engagement are informed of how their input has influenced Council decision making.

## 4.2. Application of the Engagement Principles

### 4.2.1. Council will:

- 4.2.1.1. Engage the community on most decisions that will impact and affect our community in accordance with the Engagement Principles.
- 4.2.1.2. Be transparent about the decisions that can be influenced, and to ensure the community has the opportunity to provide meaningful input on these decisions.
- 4.2.1.3. Report back to the community after engagement in a timely way, and continue to keep the community updated about its programs and services.

## 4.3. Types of community engagement

- 4.3.1. Council determines the level of involvement in the decision and the methods based on the International Association of Public Participation (IAP2) Spectrum, as expressed in Council's Community Engagement Framework.
- 4.3.2. Council will support Council officers in using the IAP2 spectrum and in making decisions on the level of engagement with Council's Community Engagement Framework and Toolkit.
- 4.3.3. Council will apply deliberative engagement practices to the development of the Community Vision, Council Plan, Financial Plan and Asset Plan.

## 5. Roles and Responsibilities

Community engagement is the responsibility of Councillors, Council officers, contractors and consultants undertaking work on behalf of Council.

## 6. Policy non-compliance

Failure to comply with this Policy could result in legislative non-compliance, adverse impacts on the reputation of Council, and poorer outcomes for the community.

## 7. Definitions

**Community engagement:** means involving the community in decisions that interest and/or impact them. It includes processes that involve the community in problem-solving or decision-making and/or uses community input to inform decisions.

**Community:** means people who live, work or visit Frankston City who engage with Council as an individual representing their own interests.

**Council:** means Frankston City Council.

**Deliberative Engagement:** means the deliberative engagement practices capable of being applied to the development of the Community Vision, Council Plan, Financial Plan and Asset Plan. The key characteristics of deliberative engagement are considered to be:

- Authentic engagement with the community.
- Good representation of the community in engagement activities.
- Clear demonstration of how all views have been considered.
- Accessible and relevant information available to the community to ensure the decision-making process and the community's level of influence is clear in each instance and that participants are fully informed.
- Transparency is key to an effective process.

**Stakeholder:** means any organisation, political entity, committee, advisory group, individual or group of community members that has a particular interest or stake in the outcome of a decision, and who engaged with Council to represent the needs of their organisation, entity, committee or group

**The Act:** means the Local Government Act 2020.

## 8. Related documents

- Frankston City Council Community Engagement Framework
- Charter of Human Rights and Responsibilities Act 2006
- The Child Safe Standards, Commission for Children and Young People
- Disability Act 2006
- Equal Opportunity Act 2010
- Heritage Act 2017
- Information Privacy Act 2000
- Planning and Environment Act 1987
- Privacy and Data Protection Act 2004
- Public Administration Act 2004
- Public Participation in Government Decision-making, Better Practice Guide, Victorian Auditor-General's Office 2015
- Subordinate Legislation Act 1994
- Transport Integration Act 2010
- United Nations Convention on the Rights of the Child 1989
- United Nations Declaration on the Rights of Indigenous Peoples 2007
- Victorian Aboriginal Affairs Framework 2018-2023

- Victorian Guide to Regulation 2016
- Victorian Public Sector Values
- Victorian State-Local Government Agreement 2014
- Victoria's Value Creation and Capture Framework 2016

## 9. Implementation of the Policy

This Policy will be implemented and monitored, along with the Community Engagement Framework.

## 10. Document History

Date approved	Change type	Version	Next review date
1 March 2021	Revised	3	1 March 2025
17 February 2025	Revised	4	30 June 2029